

Minutes of the Community Development Committee
Public Meeting
March 30, 2011
First Floor Mtg. Rm., Town Hall

Attendance:

Present: Members: Claude Tellier (CT), Mary Jane Laus (MJL), Jana McLure (JM), Nancy Gregg (NG), and Staff Nate Malloy, (NM)

Call to Order

12:17 p.m.

Announcements

NM reports that there is a left over amount of 2009 funds ranging from \$60,000-\$70,000. The Amherst Childcare Center came in under the projected bid, and it is expected that the Community Field barrier removal project will also come in under bid.

Minutes

Meeting minutes from March 3, 2011 were reviewed and approved unanimously (4-0). Moved MJ seconded NG.

Old Business

None.

New Business

i. Review Committee Charge

The committee reviewed the committee charge and determined several changes should be implemented. Some of the changes included committee membership numbers, representation and expertise in knowledge of community served. The committee clarified language that states its charge to make recommendations to the Town Manager for approval of funding. The committee also agreed to change the name of the committee to the CDBG Advisory Committee.

The committee had a lengthy discussion on the topic of committee membership. Currently, the selection of members to committees is held by the Select Board. The CDC is requesting to have the CDC chair (or co-chairs) review member applications in order to make recommendations for the appropriateness of appointing a new member. The chair's (or co-chairs') role is to recommend if an applicant provides a community perspective underrepresented by the current committee members. The committee also agreed that it did not want to prohibit members who are also serving on other Town boards or committees from serving on the CDC, however, it expressed a strong opinion to not have formal representatives from these other boards and committees. The CDC also agreed that although members may be active on other boards and committees, no more than one CDC member can be from the same board or committee. This committee composition is to enhance an inclusionary practice.

NM will incorporate new language and make necessary changes to the existing document for final review and submit to the committee.

ii. Discuss 2012 CDBG Process

The committee agreed that for the upcoming CDBG/Community Strategy process it will be important to partner with the Planning Board. NM will coordinate a meeting for the Community Development Committee to present this proposal to the Planning Board.

iii. Other

The committee reviewed the proposed CDBG Process Improvement document. It was agreed that this year's application cycle will run smoother with a clearly defined timeline and process in place. The CDBG application process and materials will be posted on the Town website and will make use of other media for equitable access. This will allow sufficient time for the public and organizations to apply for funding.

Material Distributed at Meeting (Available upon request in the Planning Department)

Agenda

Minutes—March 3, 2011

Committee charge

CDBG Process Improvement

Adjourned

The meeting was adjourned at 1:27PM

Next Meeting

TBD